

IDAHO CERTIFIED SHORTHAND REPORTERS BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 4/4/2019

BOARD MEMBERS PRESENT: Byrl Cinnamon - Chair
Ryan Scott Lewis
Darren B Simpson
Susan G Gambee
Susan P Israel

BUREAU STAFF: Kelley Packer, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Marcie Rightnowar, Investigative Unit
Nicholas Crema, General Counsel
Rob McQuade, Legal Counsel
Pam Rebolo, Technical Records Specialist I

The meeting was called to order at 8:03 AM MDT by Byrl Cinnamon.

INTRODUCTIONS

Ms. Kelley Packer, the new bureau chief, introduced herself to the Board.

Ms. Packer introduced the new general counsel, Nicholas Crema, who will be working with the Boards.

Ms. Packer introduced Rob McQuade, legal counsel, who will be monitoring the legislative session for the Bureau and working with laws and rules.

APPROVAL OF MINUTES

Ms. Gambee made a motion to approve the minutes of 7/27/18. It was seconded by Judge Simpson. Motion carried.

LEGISLATIVE REPORT

Ms. Packer gave the legislative report. Ms. Packer also updated the Board on the military clause on applications which states that licensing Boards shall accept relevant military education, training and experience toward meeting the qualifications for a license, certification or registration, and shall also expedite applications.

Ms. Gambee requested that the Bureau assist with a presentation to explain the new laws and rules of the Board to the Idaho Court Reporters Association at its annual meeting in May. Mr. Crema stated he will review the draft. Ms. Israel made a motion to authorize Mr. Crema and Ms. Gambee to prepare a presentation regarding the changes to the laws and rules of the Board to present to the Idaho Court Reporters Association in May. It was seconded by Ms. Gambee. Motion carried.

Mr. McQuade gave a presentation on the Red Tape Reduction Act which states that for each new administrative rule proposed, rulemaking parties must submit a minimum of two rules for repeal or simplification, or a statement as to why this is not possible.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$18,415.05 as of 2/28/19.

DISCIPLINE

Ms. Rightnowar presented a Findings of Fact, Conclusions of Law and Final Order in case number SRE-2019-1. Judge Simpson made a motion to approve the Findings of Fact, Conclusions of Law and Final Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Lewis. Motion carried.

OLD BUSINESS

The Board reviewed the To Do List and no action was taken.

BOARD ELECTIONS

Ms. Israel made a motion to have Mr. Cinnamon continue as Board Chair and Ms. Gambee as Vice-Chair. It was seconded by Judge Simpson. Motion carried.

ADJOURNMENT

Judge Simpson made a motion to adjourn the meeting at 8:38 a.m. MDT. It was seconded by Mr. Lewis. Motion carried.

Byrl Cinnamon, Chair

Ryan Scott Lewis

Darren B Simpson

Susan G Gambee

Susan P Israel

Kelley Packer, Bureau Chief